

## **WIRELESS E-911 SERVICE BOARD**

July 27, 1999

10:00 a.m.

Department of Account  
George Washington Conference Room  
James Monroe Building  
101 North 14<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Richmond, Virginia 23219

Members Present: William E. Landside, Chair  
Melvin A. Breeden  
Charles W. Davis, Jr.  
Steven E. Marzolf  
James M. McDonnell, Jr.  
Robert W. Woltz, Jr.

Members Absent: None

Others Present:

Ron Aitman  
Trammell Alexander  
Dawn Barber  
Earl D. Bishop  
Melinda Bramley  
Wayne Campagna  
Chris Connally  
Howard Douthit  
Lieutenant Dave Ellis  
Mike Fischel

Debbie George  
Terry Hall  
Tom Hanson  
Kevin Hicks  
Thomas Irving  
John Liantino  
Susan Perkins  
J. J. Sawyer  
Mitch Sadoff  
Peter Sommer

### **CALL TO ORDER**

William Landside, Chairman called the meeting of the Wireless E-911 Service Board to order at 10:00 a.m. Mr. Landside welcomed attendees to the meeting.

### **ACTION AGENDA**

Mr. Landside stated that the first order of business would be consideration of the approval of the minutes of the May 18, 1999 meeting. He asked if there were any questions or corrections relating to the minutes. Hearing none, he asked for a motion to approve the minutes. Mr. Woltz moved to approve the minutes to the May 18, 1999 meeting as presented. The motion was seconded by Mr. Marzolf and unanimously approved.

Mr. Landside advised the Board that the year-end balance for the Wireless E-911 Service Board fund was \$10,350,590.57.

The Board heard presentations from attending PSAP's regarding cost estimate submission for FY 2000. There were a total of 22 PSAP cost estimates submitted for FY 2000. The Board agreed that approved PSAP cost estimates would be subject to a certification from the PSAP that certain specified data would be collected by the PSAP and submitted to the Board for FY 2000 activity. The Board will use these data for its required post-activity review, or "true-up", as required by law.

In reviewing the cost estimates the Board agreed that certain indirect personnel costs such as training, advertising and uniforms were not reimbursable. The Board directed that such costs, where separately identified, be deducted from the cost estimates.

The Board acted on the PSAP cost estimates in four blocks. Upon the recommendation by Mr. Woltz and seconded by Mr. Breeden, the Board unanimously agreed to approve for payment cost estimates as submitted for the following PSAP's:

Alexandria  
Arlington County  
Chesterfield County  
Fairfax County  
City of Harrisonburg  
Henrico County  
Loudoun County  
Powhatan County  
Prince William County  
City of Richmond

On the motion of Mr. Marzolf the Board agreed to approve the 6 PSAP submissions that used the "State Police formula" for calculating personnel costs, providing that the costs using this method did not exceed the costs that would have been approved under the methodology included in the Board's guidelines. The Chair was directed to complete this calculation before making the approved payments. Mr. Woltz seconded the motion. The Board unanimously approved the following PSAP cost estimates with this condition:

City of Chesapeake  
City of Newport News  
City of Norfolk  
City of Portsmouth  
York County  
City of Virginia Beach

After reviewing the Charlottesville cost estimate submission, Mr. Woltz made a motion for approval subject to a reduction of \$14,904.00 estimated for Customer Premise Equipment Costs from XY Point/U.S. Cellular. Mr. McDonnell seconded the motion. The Board unanimously approved.

The Board postponed action on the following cost estimate submissions due to a need for additional information:

City of Lynchburg  
Eastern Shore  
City of Hampton  
Shennandoah County  
City of Suffolk

**OTHER BUSINESS**

There being no further business the meeting was adjourned at 12:54 p.m.

Respectfully Submitted

---

Elizabeth W. Angle  
Administrative Assistant  
Commonwealth of Virginia Department of Accounts